



**Arlington Historic District Commissions  
Final & Approved Minutes**

December 17, 2020 8:00 PM  
Conducted by Remote Participation

**Commissioners Present:** N. Aikenhead, D. Baldwin, C. Barry, M. Bush, B. Cohen, A. Johnson, B. Melofchik, S. Makowka, C. Tee, J. Worden

**Commissioners Not Present:** M. Audin

**Guests:** C. Halfpenny, G. Pardo, R. Le

1. **AHDC Meeting Opens**                      8:00pm – Mtg called to order at 8:06pm by Chair S. Makowka
2. **Appointment of Alternate Commissioners: Mt Gilboa/Crescent Hill** – A. Johnson; Pleasant Street – B. Melofchik and A. Johnson (D. Baldwin recusing himself)
3. **Approval of draft minutes from October 22, November 19 (tabled until next meeting) and December 3.** C. Barry moved 10/22 for approval and seconded by B. Cohen. Roll call – J. Worden not present so he abstained. D. Baldwin moved approval of minutes from 12/3, seconded by B. Cohen. B. Melofchik was concerned about discussion and approval of a letter being issued for support of CPA funds. Concerns with geothermal system and what they are doing – B. Cohen said there is no jurisdiction over interior work and we are just supporting them doing updates to the Jason Russell House. S. Makowka said the application was circulated prior to the meeting to everyone. He was told by George Parsons it is all non-visible work. B. Cohen said right now there is no heat in the house and this will help preserve the house. B. Melofchik said she would appreciate the communication with the documentation be sent to her again as well as a copy of the letter that's been drafted. C. Greeley sent her the info. There was a desire to re-look at communication on Jason Russell House before approving minutes. D. Baldwin withdrew motion. M. Bush moved to table, J. Worden seconded. Unanimous approval to table 12/3 minutes to next meeting.
4. **Appointment of Alternate Commissioners (see above)**
5. **Communications**
  - a. C. Tee received communication from 110 Crescent Hill Ave. and she consulted with M. Bush on the changes requested because of the building department's requirements. M. Bush circulated a PDF previously to help show the changes. Shed roof with two windows originally approved, now asking for hip with 3 windows. M. Bush said he observed 1) it is largely not visible from the street and to the extent what proposed is actually better. His opinion that it was a change largely for the better and within Carol's authority to approve as the monitor. S. Makowka asked if they are losing or moving the 3 solar panels. They have

proposed to move them down to the roof of the 1<sup>st</sup> floor addition on the back. Sense of commission is this is something in the scope as monitor to approve. No objections. J. Worden agrees it is an improvement but feels it is important that the issue was brought forward for discussion and he commended her for the thoroughness in handling the change.

- b. M. Bush said 0 Westminster has started construction.
- c. J. Worden asked about 400 Mass. Ave., Avon Place District changes – need to follow up with Planning Dept. – this was on ARB agenda. Said that no exterior changes were planned but now they apparently want to add an exterior shed onto the building but would need to come before us for approval. S. Makowka will follow up with email to J. Raitt about the project and report back at the next meeting.

## 6. New Business

- a. **Formal Hearing for 123 Westminster Ave. (Pardo) for greenhouse structure.** G. Pardo and C. Halfpenny presented their application for the proposed greenhouse. Gave background of greenhouses, showing location, existing conditions and history of greenhouses in Arlington. They explained that the proposed site is really steep and there are a few retaining walls throughout the property. They are trimming much of the overgrown landscaping back. Very little open flat space in the yard and this is why they picked this spot in the yard to erect the greenhouse. Greenhouse has no floor and is a temporary structure made of wood but secured to ground. Planned to blend with the house. They are building this themselves. All frames are wood. Polycarbonate will be used for window panels. J. Worden asked for the dimensions (height to ridge – 7’8” [sic] (see correction below) and whether they need a setback variance. He also noted that the historical photos showed greenhouses behind and to the side of the main structure – i.e., behind the front elevation. It was noted that the front of the house faces Westminster. M. Bush said while the architectural front is Westminster, the functional front of the house is from Westmoreland because of the grade setup. The side of the house has parking, doors for entry – functionally the front is Westmoreland. The right side of the house is all retaining walls and there is no flat area to place the structure. M. Bush said it’s been 10 years since someone has gone up the Westminster approach, so in that sense it’s functionally the side yard. Looking at the plot plan if you use Westmoreland as the front of the house, this proposed location is considered in the back corner of the lot as proposed. J. Worden expressed that he feels this structure would be less inappropriate if behind the front façade of the building structure.

B. Cohen moved to approve structure as being appropriate to this property and this house as presented. Seconded by A. Johnson. C. Barry wants to be clear because of the corner lot we are not endorsing a structure in a front yard and the siting of those make this a unique situation. B. Cohen amended her motion to reflect uniqueness of site. Modification seconded by A. Johnson. M. Bush thinks structure will be nice. There was a clarification-- dimensions are: 8’2 to peak, 8’ wide and 12 feet long going away from the street. The frame of the building is already there and this is a formal application which does not require a building permit. M. Bush opined this was an honest mistake by applicants and that they thought they could just erect what they considered to be a temporary structure. Roll call: C. Barry – y, C. Tee – y, D.

Baldwin – y, J. Worden – y, A. Johnson – y, N. Aikenhead – y, M. Bush – y.  
Unanimous approval. Monitor – B. Melofchik appointed.

- b. **Formal Hearing for 51 Academy Street (Le) for changes on the steps/entry.** Rem Lee gave presentation on the stoop at the end of the driveway. The stairs are located at the back of the house – Jason St in back and Academy St in front of house. The garage blocks much of the view from Jason Street but you can see it at some points on Jason. Elevation view shown. Concern by B. Cohen about the riser height/step depth proportions. R. Le described awning on top with 2 supports. Planning to do something similar to the existing front of porch support for columns for the awning. For the landing will use same material using for the deck. Retaining existing hood and using new stairs and posts. If they can find an alternative way to support it maybe a column is not necessary. J. Worden suggested a bracket maybe under the roof. The hood sticks out 3’8” roughly. That would be larger than what you would typically see with the bracket. M. Bush said while the detail probably isn’t very visible from the street, from a structural perspective you should put the posts in first and then build the stairs around it. If the step is less than 2’ deep, M. Bush said from a carpentry standpoint a bracket would be better used. Applicant will entertain ideas. M. Bush clarified that he was giving a construction suggestion that using the stairs to support the post isn’t a great idea. Applicant said there will be footings to support the columns. M. Bush said one way or the other you want the column to come to the ground – the rendering might not have depicted but that is the plan. There should be support of the awning by the columns.

C. Barry moved approval for rear stoop with columns to match front porch columns as submitted. Seconded by J. Worden. Roll call vote: B. Cohen – y, C. Barry – y, C Tee – y, J. Worden – y, A. Johnson – y, N. Aikenhead – y, B. Melofchik – y. Unanimous approval. C. Barry continues as monitor. Plans for condensers and garage door CONAs to be submitted next week.

- c. **AHDC 2021 Calendar** – M. Bush noted that we are missing a joint AHDC/AHC meeting and should try to do that this year. It was noted that, per prior AGDC discussions, new applications requiring notice will be scheduled at the regular 4<sup>th</sup> Thursday meetings of each month and any extra meetings will be used for hearing continuances.

## 7. Old Business

- a. Avon Place and Central Street Historic District vacant commissioner seats – **no report**
- b. Report from Streetscape sub-committee – **no report**
- c. Modification of Design Guidelines (Fiberglass Gutters and Raised Beds/Planters) S. Makowka and M. Bush will work on and come back with suggestions. Discussion about installation details and importance for gutters. Further discussion about monitors and technical detail expertise. Monitors need to be willing to reach out for help when necessary.

## 8. Review of projects

9. **Meeting Adjourn – J. Worden moved to adjourn, seconded by D. Baldwin. Roll Call and unanimous vote to adjourn at 9:59pm**